

CITY OF BELMONT

PLANNING COMMISSION

SUMMARY MINUTES

TUESDAY, JULY 7, 2009, 7:00 PM

Chair Horton called the meeting to order at 7:00 p.m. at One Twin Pines Lane, City Hall Council Chambers.

1. ROLL CALL

Commissioners Present: Horton, Parsons, Frautschi, Mercer, Reed
Commissioners Absent: Mayer, Mathewson

Staff Present: Community Development Director de Melo (CDD), Deputy City Attorney Kane (DCA),
Recording Secretary Flores (RS)

2. AGENDA AMENDMENTS - None

3. COMMUNITY FORUM (Public Comments)

Damon Campbell, applicant for the Monte Cresta Road extension project, stated that his project will be coming before the Commission on July 21, 2009. In order to give Commissioners more time to digest the project, he brought an information packet to this meeting. At Chair Horton's request, he gave the material to RS Flores for distribution to the Commission.

4. CONSENT CALENDAR

4A. Minutes of June 2, 2009

MOTION: By Commissioner Parsons, seconded by Commissioner Frautschi, to approve the Minutes of June 2, as presented.

Ayes: Parsons, Frautschi, Reed, Mercer, Horton
Noes: None
Absent: Mathewson, Mayer

Motion passed 5/0/2

Commissioner Mathewson arrived at 7:05 p.m.

5. STUDY SESSION

5A. Review of Draft 2007-2014 Housing Element Update

Community Development Director, Carlos de Melo, noted this was the third time the Commission had looked at the Draft 2007-2014 Housing Element Update. Various sections were reviewed in April 2009 and the entire document was reviewed at the June 16, 2009 Planning Commission Meeting and numerous revisions were suggested by the Commission. This meeting tonight would give the Commission the opportunity to let the Consultants know if any further clarification or changes needed to be made to the document.

Dyett and Bhatia Consultant, Principal Leslie Gould, suggested that they not go through the document entirely, however if there were questions or revisions to discuss they address those specifically.

Discussion ensued between the Planning Commission, Consultants and Staff.

Final Comments:

Commissioner Frautschi:

"The information among the various chapters is more consistent and the grammatical edits and revisions appropriate. I will loan my copy of the document to Dyett & Bhatia with the approximate 50 additional edits for staff and consultant consideration.

The document and its revisions now reflect a more pertinent, reality based assessment for the future building of housing stock in Belmont. It is more related to the realities of the private sector market and the availability of potential building sites in Belmont.

The text and tone of the document portrays an overall more positive picture of Belmont by removing or reducing language that was largely judgmental, inflammatory, or blatantly biased toward us as a city – particularly for me in the Constraints Chapter.

Additionally, I would like to thank Kenn Parsons for input which was crucial in re-crafting the Introduction-Community Context section on Belmont as a city and due to Kristin Mercer's insistence and tireless work on detail we now have a more complete comparison of county and city statistics and benchmarks in the Housing Needs Assessment Chapter more relevant, accurate and meaningful to us.

Finally, the Housing Element seems to have addressed all new state mandated requirements for such things as emergency sheltering, density bonus incentives and transitional supportive housing.

In summary, I can state that my concerns and previous questions have by in large been answered. I wish to express my thanks to Leslie Gould, Poppy Gilman, Ed Bondoc, Laurie Shiels, Jennifer Walker and Carlos de Melo for all their work on this very complex and challenging blue print for Belmont's future Housing Element".

Commissioner Mercer:

"I would like to echo Rick's comments and say that I was possibly most harsh on the details of the initial document. However what came back to the Commission was above and beyond. They (Dyett & Bhatia) They to were able to incorporate all my issues and concerns and went on to even dig up more relevant data. They did a wonderful job of cleaning it up!

Thank you very much".

Commissioner Mathewson:

"Because of the large volume of information, I wasn't expecting to have such a thoroughly revised document. Congratulations for giving us what we asked for".

Commissioner Parsons:

"This is the first time since I've been on the Commission that we've had to update the Housing Element – this was a lot of work!

I'm impressed with Dyett & Bhatia on the changes they made in such a short time. I'm equally impressed with the Planning Commission's dedication and hard work. I would especially like to acknowledge Rick Frautschi for his contribution to this document".

Leslie Gould, Principal Dyett & Bhatia, and Carlos de Melo, Community Development Director, thanked the Commissioners for their input and time devoted to the document. Poppy Gilman, Planner Dyett & Bhatia, was acknowledged for the long hours of research she dedicated to the project and for updating the report in a timely and efficient manner.

Chair Horton thanked everyone for their efforts.

6. REPORTS, STUDIES AND UPDATES:

CDD de Melo reported as follows:

6A. Motel 6 – 1101 Shoreway Road
No update at this time.

6B. NDNU (Koret) Athletic Field
The first attempt at a revised Conditional Use Permit (CUP) will be presented to the Commission at its next meeting.

6C. Charles Armstrong School – 1405 Solana Drive
Is hoping for a July meeting of the entire group but, due to the Charles Armstrong vacation schedule, it might not happen until the middle of August.

6D. Ralston/US-101 Landscape Project
No update at this time.

6E. San Mateo Development – North Road/43rd Avenue
Will follow up on the developer's application to the City of San Mateo for a Variance to the parking standards. If the project does not come up to Belmont's expectations, the City can try to add landscaping on its own.

Commissioner Parsons added that he was alarmed to learn that the City's Tree Fund is being used to pay for staff expenses in other areas, and he hoped that it is changed back so that the fund is used for putting trees in Belmont. CDD de Melo agreed to look into that and concurred that trees and landscaping along the North Road area would be an appropriate use for that fund.

6F. 900 Sixth Avenue – Belmont Vista Facility
No update at this time.

6G. Caltrain Landscape Area
Commissioner Mercer asked if CDD de Melo is anticipating any action on this item; the area is dying and there are 5-7 trees that are dead that will not be brought back to life by watering. CDD de Melo responded that staff continues to follow up with little response. Commissioner Frautschi suggested that a letter be sent to Caltrain signed by all five Council members. CDD de Melo concurred with that suggestion.

6H. Parking Study – Downtown Village Areas
No update at this time.

6I. High-Speed Train (HST) Project – San Francisco to San Jose
CDD de Melo reported that he has been designated as the City's liaison to this project, and that Interim Public Works Director Karen Borrmann is also on the technical working group. He suggested that the HST website is a good place to go for updates on the project, and added that the task before them at this time is crafting a plan for getting the word out to the community about the project. The best estimate of when there will be some sort of a very preliminary alignment will be September or October of this year.

6J. 900 South Road – Single-Family Dwelling
No update at this time.

6K. Graffiti Removal – Old County Road
No update at this time.

6L. Chuck's Donuts – 641 Ralston

There will be some action to report at the next meeting; staff will be working with the City Attorney's office on follow up.

Other Items

Commissioner Parsons asked staff to determine if the City's agreement with Comcast requires maintenance of the outside above-ground Comcast boxes. He noted that some have graffiti, are rusted, dirty and the paint is faded; they make the neighborhoods look run down. CDD de Melo agreed to research the files.

Commissioner Frautschi reported that he and Commissioner Mercer and Vice Chair Mayer have met twice on the Tree Ordinance Revision Task Force, and that they are about a third of the way through the Ordinance.

Chair Horton asked for an update on the Emmett House at their next meeting.

Commissioner Frautschi asked for a report on the Economic Development Subcommittee's actions with regard to landscaping the three redevelopment sites.

9. CITY COUNCIL MEETING OF TUESDAY, JULY 14, 2009

Liaison: Commissioner Reed

Alternate Liaison: Commissioner Mercer

8. ADJOURNMENT:

The meeting was adjourned at 9:47 p.m. to a Regular Planning Commission Meeting on Tuesday, July 21, 2009 at 7:00 p.m. in Belmont City Hall.

Carlos de Melo
Planning Commission Secretary

CD's of Planning Commission Meetings are available in the
Community Development Department.
Please call (650) 595-7417 to schedule an appointment.